

CONTRACT PERIOD THROUGH JANUARY 31, 2004

TO: All Departments

FROM: Department of Materials Management

SUBJECT: Contract for **AUTOMOTIVE BODIES, ACCESSORIES, AND PARTS: SIX-
KENNEL ANIMAL CONTROL BODY**

Attached to this letter is published an effective purchasing contract for products and/or services to be supplied to Maricopa County activities as awarded by Maricopa County on **January 16, 2003**.

All purchases of products and/or services listed on the attached pages of this letter are to be obtained from the vendor holding the contract. Individuals are responsible to the vendor for purchases made outside of contracts. The contract period is indicated above.

Wes Baysinger, Director
Materials Management

WP/cl
Attach

Copy to: Clerk of the Board
Jim Hutchinson, Equipment Services
Sharon Tohtsoni, Materials Management

SPECIFICATIONS ON INVITATION FOR BID FOR: **AUTOMOTIVE BODIES,
ACCESSORIES, AND PARTS: SIX KENNEL ANIMAL CONTROL BODY**

1.0 INTENT:

The intent of this Invitation for BIDS is to establish a contract for **SIX KENNEL ANIMAL CONTROL BODY(IES)**. Also included are blanket discounts for related supplies as covered by current pricing documents. Amendments, supplements and/or revisions will be effective upon receipt and approval of notice to the Department of Materials Management.

2.0 TECHNICAL SPECIFICATIONS, MINIMUM:

(VENDOR TO STATE COMPLIANCE OR DIVIATION)	
ITEM DESCRIPTION	VENDOR PROPOSAL
2.1 <u>ANIMAL CONTROL BODY:</u>	
2.1.1 <u>Type</u> - SWABB ARF-95 or pre-approved equal, six kennel unit.	
2.1.2 <u>Construction Material:</u>	
	100% Fiberglass - Reinforced plastic throughout. One (1) piece construction without seams or cracks. Smooth finish. Fiberboard not acceptable.
2.1.3 <u>Frame/Cross members:</u>	
	Stainless steel construction. No exceptions.
2.1.4 <u>Sides:</u>	
	Skirted to center line of rear wheels. Tapered up on rear for proper road clearance. Complete with fuel tank filler openings.
2.1.5 <u>Compartments:</u>	
	Constructed separately to prohibit contact with animals in other compartments, finished smooth with rounded corners. Compartment openings to be flush all around without door frames or roof rail protrusions to hinder animal removal or clean out.
2.1.6 <u>Dimensions:</u>	
2.1.6.1 <u>Body Overall</u> - 93 1/2" long x 78" wide, height above frame at rear wheels 38". Height of body when mounted 68".	

2.0 **TECHNICAL SPECIFICATIONS, MINIMUM:**

(VENDOR TO STATE COMPLIANCE OR DIVIATION)

ITEM DESCRIPTION	VENDOR PROPOSAL
2.1 <u>ANIMAL CONTROL BODY:</u> (continued)	
2.1.6 <u>Dimensions:</u> (continued)	
2.1.6.2 <u>Street Side Compartments:</u>	
2.1.6.2.1 Front – 26" wide x 30" high, full body width.	
2.1.6.2.2 Center – 26" wide x 30" high x 36" deep.	
2.1.6.2.3 Rear – 26" wide x 30" high x 32" deep.	
2.1.6.3 <u>Curbside Compartments:</u>	
2.1.6.3.1 Front – 26" wide x 30" high, full body width.	
2.1.6.3.2 Center – 26" wide x 30" high x 36" deep.	
2.1.6.3.3 Rear – 26" wide x 30" high x 32" deep.	
2.1.6.4 <u>Front Through Compartment:</u>	
Left and right front compartments connect to form one "through" compartment. Compartment shall have a heavy grille door installed in center and hinged on top to form two compartments when in vertical position. Equipped with spring- loaded latches to hold door in vertical position, or in horizontal open position.	
2.1.7 <u>Storage Compartment:</u>	
2.1.7.1 <u>Dimensions</u> – 12" wide x 30" high x 32" deep.	
2.1.7.2 <u>Location</u> – Lower rear center.	

2.0 **TECHNICAL SPECIFICATIONS, MINIMUM:**

(VENDOR TO STATE COMPLIANCE OR DIVIATION)

ITEM DESCRIPTION	VENDOR PROPOSAL
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2.1 ANIMAL CONTROL BODY: (continued)

2.1.7.3 Door – Molded fiberglass with stainless steel hinges, full weather seal gasket, closed with stainless steel 6" D-handle latch with locking cylinder.

Compartment for use in carrying stretcher, ketch-all pole, ropes, traps and other supplies.

2.1.8 Pull-Out Fold Down Ramp:

2.1.8.1 Dimensions – 24" wide, 54" long.

2.1.8.2 Type – Light weight tubular design with mesh type walk surface treated with PVC coating. Ramp to have pull handle and catch to hold in place when in stored position.

2.1.8.3 Location – Shall be installed under the right side compartment.

2.1.9 Compartment Doors:

2.1.9.1 Type– Molded fiberglass construction with louvered vents.

2.1.9.2 Door Vent – Five large louver type vents molded directly into exterior fiberglass door panel. Louvers to provide minimum of 20 square inches of air flow for each animal compartment permitting free expelling of air from inside compartments when power blower is used.

2.1.9.3 Hinges/Latches/Locks - Heavy duty stainless steel design. Latches shall be equipped with cylinder locks, keyed alike. No exceptions.

2.0 **TECHNICAL SPECIFICATIONS, MINIMUM:**

(VENDOR TO STATE COMPLIANCE OR DIVIATION)

ITEM DESCRIPTION	VENDOR PROPOSAL
2.1 <u>ANIMAL CONTROL BODY:</u> (continued)	
2.1.10 <u>Safety Doors:</u>	
2.1.10.1 <u>Type</u> – Heavy duty vinyl coated wire grille.	
2.1.10.2 <u>Location</u> - Installed inside regular doors.	
2.1.10.3 <u>Animal Snare Access Hole</u> - 6" x 3 ½" in center at latch edge.	
2.1.10.4 <u>Hinges</u> - Heavy duty stainless steel.	
2.1.10.5 <u>General</u> - Main compartment doors and safety door shall open in the same direction.	
2.1.11 <u>Drains:</u> Recessed drain pan in front of each compartment with drain hole.	
2.1.12 <u>Roof:</u>	
Reinforced to provide adequate strength to support roof mounted evaporative cooler and a 200 lb. person.	
2.1.13 <u>Evaporative Cooler System:</u>	
2.1.13.1 <u>Type</u> - Bycool Model RC	
2.1.13.2 <u>CFM</u> – 850	
2.1.13.3 <u>Fan Speeds</u> – Shall be wired to run on high speed only.	
2.1.13.4 <u>Location/Installation</u> - Vendor shall supply and install cooler (per manufacturer's instructions). Roof opening shall be approx. 14" x 14" square, located approx. 53" from front of body to center of opening, centered side to side, opening shall be reinforced on the entire underside with wood/fiberglass	

2.0 **TECHNICAL SPECIFICATIONS, MINIMUM:**

(VENDOR TO STATE COMPLIANCE OR DIVIATION)

ITEM DESCRIPTION	VENDOR PROPOSAL
2.1 <u>ANIMAL CONTROL BODY:</u> (continued)	
<p>material, 1 1/2" thick, 2" wide (Top of roof to remain flat). Body to be designed with air distribution tunnel, full length, to allow air circulation equally through all compartments. Air shall not circulate from one compartment into another compartment. Bottom of the body shall be completely enclosed to reduce heat around the compartments.</p>	
2.1.13.5 <u>Water Tank;</u>	
<p>2.1.13.5.1 <u>Type</u> – Shall be constructed of Polyethylene plastic with 1/4" wall thickness. Tank shall be tapered to fit the body opening. Filler shall be 1 1/2" diameter and 2" high with male pipe threads with cap, shall be located at the top rear center area. Outlet and vent fittings shall be 3/4" male pipe. Vent positioned at the rear top right and the outlet at the rear bottom left.</p>	
<p>2.1.13.5.2 <u>Manufacturer</u> – PHILIP'S PLASTICS, LTD (602) 470-1880 or approved equal.</p>	
<p>2.1.13.5.3 <u>Dimensions</u> - 10" wide, 12" high at the front, 11" wide, 12" high at the rear, 44" long.</p>	

2.0 **TECHNICAL SPECIFICATIONS, MINIMUM:**

(VENDOR TO STATE COMPLIANCE OR DIVIATION)

ITEM DESCRIPTION	VENDOR PROPOSAL
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2.1 ANIMAL CONTROL BODY: (continued)

2.1.13.5.4 Capacity - 25 gal.

2.1.13.5.5 Location - Rear tunnel area. Fill opening to be within easy reach of operator.

2.1.13.6 Auxiliary Water Pump/Filter/Strainer:

2.1.13.6.1 Type - RV demand design.

2.1.13.6.2 Manufacturer/Model
-SHUR-FLO,
2088-403-444.

2.1.13.6.3 Capacity - 2.8 GPM

2.1.13.6.4 Location - Shall be installed in the tunnel at the rear, within easy reach for servicing.

2.1.13.6.5 Water Filter / Strainer - Inline type, FLO-JET model # 01740-002 or equal, 40 mesh filter screen, 4 GPM capacity, install between the tank and pump.

2.1.13.6.6 Original By-Cool Water Pump - Shall be removed.

2.1.13.6.7 Water Hose - Clear nylon fabric reinforced type, ½" diameter.

2.0 **TECHNICAL SPECIFICATIONS, MINIMUM:**

(VENDOR TO STATE COMPLIANCE OR DIVIATION)

ITEM DESCRIPTION	VENDOR PROPOSAL
2.1 <u>ANIMAL CONTROL BODY:</u> (continued)	
2.1.14 <u>Electrical Wiring:</u>	
Wiring for the cooler, auxiliary cooler pump, temperature gauge and lighting shall be color-coded, routed back through the internal body cavity, exiting at the lower front area with approx 15' additional wire for final hook-up.	
2.1.15 <u>Electronic Temperature Indicator:</u>	
Sending unit shall be install such that it can be accessed for servicing and positioned to provide an accurate temperature of the cooler output air. The indicator shall be shipped with the body to be installed in the truck cab by County personnel.	
2.1.16 <u>Lights:</u>	
Shall meet Federal Highway Safety Standard. Four way flashers and turn signals mounted top and bottom at each rear corner of body.	
2.1.17 <u>Rear Bumper:</u>	
Heavy duty design, full body width, steel constructed rear bumper, with mounting brackets.	
2.1.18 <u>Paint:</u>	
Color - White, gelcoat finish.	
2.1.19 <u>Mounting Hardware:</u>	
All mounting hardware, special fixtures and accessories shall be furnished to secure body to a Ford 3/4-ton extended cab, truck frame without special modifications. Truck manufacturer will be identified at the time of purchase.	
2.1.20 <u>General Information:</u>	
Please call Jim Hutchinson at (602) 506-4677, Rod Wasson at (602) 506-4675.	

2.2 **ACCEPTANCE:**

Upon successful completion of the performance period, the system shall be deemed accepted and the warranty period begins. All documentation shall be completed prior to final acceptance.

2.3 FACILITIES:

During the course of this Agreement, the County shall provide the Contractor's personnel with adequate workspace for consultants and such other related facilities as may be required by Contractor to carry out its obligation enumerated herein.

2.4 TAX:

No tax shall be levied against labor. Bid pricing to include all labor, overhead tools and equipment used, profit, and any taxes that may be levied. It is the responsibility of the Contractor to determine any and all taxes and include the same in bid price.

2.5 VENDOR'S PROPOSAL COLUMN:

Contractors are to complete the Vendor's Proposal Column and return it with their pricing. Failure to provide this information may result in rejection of the bid. Contractor should state that it will comply or will not comply.

2.6 DELIVERY:

Delivery is required F.O.B. Destination, freight pre-paid within sixty (60) days of receipt of Purchase Order, to any delivery location within Maricopa County as specified by the County. Contractor shall indicate on Pricing Documentation (Attachment A) any additional freight or handling charges that would be associated with special shipping and/or handling delivery.

2.7 STOCK:

The Contractor shall be expected to stock locally sufficient quantities of repair parts as may be necessary to meet the County's needs.

2.8 INSTALLATION:

The Contractor's price shall include delivery and setup in complete operating condition.

2.9 ACCEPTANCE:

Once the Materials have been delivered, the Using Agency shall have a reasonable opportunity to inspect them. The Using Agency shall have fourteen (14) days to perform its acceptance testing and inspection of the Materials, after which time the Materials shall be deemed accepted unless the Using Agency rejects the Materials.

2.10 WARRANTY:

The minimum warranty period shall be twelve (12) months for both parts and labor. Warranty repair and/or replacement will be performed at no additional charge to Maricopa County. All warranty periods shall begin upon acceptance by the Using Agency.

2.11 BRAND NAME:

Bids on brands other than those listed are subject to approval based on evaluation. Maricopa County reserves the right to request samples to determine quality and acceptability of products bid. In some cases brands have been listed to define quality of products desired and is not intended to be restrictive or limit competition. Products substantially equivalent to those designated shall qualify for consideration.

2.12 WAREHOUSE/DISTRIBUTION CENTER:

The Contractor shall have access to a local warehouse/distribution center with the Phoenix metropolitan area capable of providing the goods listed herein at the time of bid submission. Maricopa County reserves the right to inspect such warehouse/distribution center(s) to ensure compliance with terms and conditions of the Invitation for Bids.

2.13 MATERIALS MAINTENANCE:

The Contractor shall provide for maintenance of Materials supplied under this Contract upon installation of equipment

2.14 FACTORY AUTHORIZED SERVICE AVAILABILITY

The Contractor shall have and maintain a local factory authorized service station within the Phoenix metropolitan area. The station shall be capable of supplying and installing component parts, and troubleshooting, repairing and maintaining the Materials. Minimum service hours shall be from 8:00 A.M. to 5:00 P.M., Monday through Friday.

2.15 OPERATING MANUALS:

Upon delivery, Contractor shall provide comprehensive operational manuals, Materials service manuals, and schematic diagrams, if required by the Using Agency.

2.16 TECHNICAL AND DESCRIPTIVE SALES LITERATURE:

Contractor shall provide copies of its sales literature and brochures, and copies of any manufacturer's technical and descriptive literature regarding the material it proposes to provide. Literature shall include sufficient in detail to allow full and fair evaluation of the offer submitted, and must be included with the bid. Failure to include this information may result in the bid being rejected.

2.17 ADDITIONAL PRICING:

Contractors are strongly encouraged to offer additional pricing for related items/products/components, which are not specifically addressed as line items in the Invitation For Bids. Pricing offered should be noted on the pricing pages of the Contractor response in the format requested. Two sets of catalogs/pricing documents shall accompany any additional pricing offered.

2.18 CONTRACTOR REVIEW OF DOCUMENTS:

Contractor shall review its bid submission to assure the following requirements are met.

2.18.6 One (1) original and one (1) copy of all submissions is MANDATORY

2.18.7 Vendor proposal column/section, MANDATORY

2.18.8 Pricing pages, MANDATORY

2.18.9 Copies of Catalogs/Pricing Documents (if required)

2.18.10 Literature, Technical and Descriptive, MANDATORY

2.18.11 Vendor Information, MANDATORY

2.18.12 Agreement page, MANDATORY

2.18.13 References, MANDATORY

2.19 MODEL YEAR EQUIPMENT:

The County will only accept bids offering current model year equipment/product.

2.20 ORDER CUTOFF INFORMATION:

Contractors submitting proposals (bids) shall advise the County of all known order cutoff dates for the equipment/product specified in the Invitation for Bids at the time of submission. Notification of any subsequent cutoff date(s) (learned after submission) shall also be the responsibility of the Contractor. The Contractor shall advise the County of **subsequent cutoff dates** by notifying the Procurement Consultant, **in writing**, of this new information.

3.0 SPECIAL TERMS & CONDITIONS:

3.1 CONTRACT LENGTH:

This Invitation for Bids is for awarding a firm, fixed price purchasing contract to cover a one-time purchase.

3.2 EXPEDITED DELIVERY:

If the Using Agency determines that rush shipping or other alternate shipping is required, it shall notify the Contractor. The Contractor shall determine any additional costs associated with such delivery terms and communicate that cost to the Using Agency via fax or other reasonable means.

The Using Agency shall not advise the Contractor to proceed with shipment until acceptable terms are negotiated and a purchase order is issued. Upon determining that the additional costs are reasonable and proper, the Using Agency shall advise the Contractor to proceed.

Upon receipt of material and invoicing, the Using Agency shall ensure that any additional charges are in compliance with and do not exceed those costs stated in the Contract. The Using Agency shall retain all documents related to these costs within the agency purchase order file, for audit purposes.

3.3 SHIPPING:

Bid prices shall be made F.O.B. destination to the Using Agency within Maricopa County. The Contractor shall retain title and control of all goods until they are delivered and the contract coverage has been completed. All claims for visible or concealed damage shall be filed by the Contractor. The County will notify the Contractor of any damaged goods and shall assist the Contractor in arranging for inspection.

3.4 SHIPPING DOCUMENTS

A packing list or other suitable shipping document shall accompany each shipment and shall include the following:

- (1) Name and address of the Contractor;
- (2) Name and address of the County Agency;
- (3) County purchase order number;
- (4) A description of material shipped, including item number, quantity, number of containers and package number, if applicable.

3.5 TESTING:

Unless otherwise specified, Materials purchased will be inspected by the Using Agency to ensure the Materials meet the quality and quantity requirements of the Specifications. When deemed necessary by the County, samples of the Materials may be taken at random

from stock received for submission to a commercial laboratory or other appropriate agency for analysis and tests as to whether the Materials conform in all respects to the Specifications. In cases where commercial laboratory reports indicate that the Materials do not meet the Specifications, the expense of such analysis is to be borne by the Contractor.

3.6 **PRODUCT DISCONTINUANCE:**

In the event that a manufacturer discontinues a product and/or model, the County may allow the successful Contractor to provide a substitute for the discontinued item or may cancel the Contract. If the Contractor requests permission to substitute a new product or model, it shall provide the following to the County:

- 3.6.1 Documentation from the manufacturer that the product of model has been discontinued.
- 3.6.2 Documentation that names the replacement product or model.
- 3.6.3 Documentation that provides clear and convincing evidence that the replacement meets or exceeds all Specifications required by the original Invitation for Bids.
- 3.6.4 Documentation that provides clear and convincing evidence that the replacement will be compatible with all the functions or uses of the discontinued product or model.
- 3.6.5 Documentation confirming that the price for the replacement is the same as or less than the discontinued product or model.

Product discontinuance applies only to those items specifically listed on any resultant contract. This will not apply to catalog items not specifically listed on any resultant contract.

3.7 **ORDERING AUTHORITY**

Contractors should understand that any request for purchase of materials or services shall be accompanied by a valid purchase order, issued by Materials Management, or by a CAPA (Certified Agency Procurement Aid). **CAPA purchases are limited to values of less than \$2,500.00. No other request is valid.**

3.8 **INDEMNIFICATION AND INSURANCE:**

3.8.1 **INDEMNIFICATION.**

To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless the County, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including but not limited to attorney fees and costs, relating to this Contract.

The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

The scope of this indemnification does not extend to the negligence of the County.

3.8.2 **INSURANCE REQUIREMENTS.**

Contractor, at its own expense, shall purchase and maintain the herein stipulated minimum insurance with companies duly licensed, possessing a current A.M. Best, Inc. Rating of B++6, or approved unlicensed companies in the State of Arizona with policies and forms satisfactory to the County.

All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of the Contract is satisfactorily completed and formally accepted. Failure to do so may, at the sole discretion of the County, constitute a material breach of this Contract.

The Contractor's insurance shall be primary insurance as respects the County, and any insurance or self-insurance maintained by the County shall not contribute to it.

Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect coverage afforded under the insurance policies to protect the County.

The Contractor shall be solely responsible for the deductible and/or self-insured retention and the County, at its option, may require the Contractor to secure payment of such deductibles or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.

The County reserves the right to request and to receive, within ten (10) working days, certified copies of any or all of the herein required insurance policies and/or endorsements. The County shall not be obligated, however, to review such policies and/or endorsements or to advise Contractor of any deficiencies in such policies and endorsements, and such receipt shall not relieve Contractor from, or be deemed a waiver of the County's right to insist on strict fulfillment of Contractor's obligations under this Contract.

The insurance policies required by this Contract, except Workers' Compensation, shall name the County, its agents, representatives, officers, directors, officials and employees as Additional Insureds.

The insurance policies required hereunder, except Workers' Compensation, shall contain a waiver of transfer of rights of recovery (subrogation) against the County, its agents, representatives, officers, directors, officials and employees for any claims arising out of Contractor's work or service.

3.8.2.1 Commercial General Liability. Contractor shall maintain Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence with a \$2,000,000 Products/Completed Operations Aggregate and a \$2,000,000 General Aggregate Limit. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products and completed operations and blanket contractual coverage including, but not limited to, the liability assumed under the indemnification provisions of this Contract which coverage will be at least as broad as Insurance Service Office, Inc. Policy Form CG 00 01 10 93 or any replacements thereof.

The policy shall contain a severability of interest provision, and shall not contain a sunset provision or commutation clause, or any provision which would serve to limit third party action over claims.

The Commercial General Liability additional insured endorsement shall be at least as broad as the Insurance Service Office, Inc.'s Additional Insured, Form CG 20 10 11 85, and shall include coverage for Contractor's operations and products and completed operations.

If the Contractor subcontracts any part of the work, services or operations awarded to the Contractor, Contractor shall purchase and

maintain, at all times during prosecution of the work, services or operations under this Contract, an Owner's and Contractor's Protective Liability insurance policy for bodily injury and property damage, including death, which may arise in the performance of the Contractor's work, service or operations under this Contract. Coverage shall be on an occurrence basis with a limit not less than \$1,000,000 per occurrence, and the policy shall be issued by the same insurance company that issues the Contractor's Commercial General Liability insurance.

3.8.2.2 Automobile Liability. Contractor shall maintain Automobile Liability insurance with an individual single limit for bodily injury and property damage of no less than \$1,000,000, each occurrence, with respect to Contractor's vehicles (whether owned, hired, non-owned), assigned to or used in the performance of this Contract.

3.8.2.3 Workers' Compensation. The Contractor shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of the work or services, as well as Employer's Liability insurance of not less than \$1,000,000 for each accident, \$1,000,000 disease for each employee, and \$1,000,000 disease policy limit.

If any work is subcontracted, the Contractor will require Subcontractor to provide Workers' Compensation and Employer's Liability insurance to at least the same extent as required of the Contractor.

3.8.3 CERTIFICATES OF INSURANCE.

3.8.3.1 to commencing work or services under this Contract, Contractor shall furnish the County with certificates of insurance, or formal endorsements as required by the Contract in the form provided by the County, issued by Contractor's insurer(s), as evidence that policies providing the required coverage, conditions and limits required by this Contract are in full force and effect. Such certificates shall identify this contract number and title.

3.8.3.2 commencing work or services under this Contract, Contractor shall have insurance in effect as required by the Contract in the form provided by the County, issued by Contractor's insurer(s), as evidence that policies providing the required coverage, conditions and limits required by this Contract are in full force and effect. Such certificates shall be made available to the County upon 48 hours notice. **BY SIGNING THE AGREEMENT PAGE THE CONTRACTOR AGREES TO THIS REQUIREMENT AND FAILURE TO MEET THIS REQUIREMENT WILL RESULT IN CANCELLATION OF CONTRACT.**

If a policy does expire during the life of the Contract, a renewal certificate must be sent to the County fifteen (15) days prior to the expiration date.

3.8.4 OCCURRENCE BASIS.

All insurance required by this contract shall be written on an occurrence basis rather than a claims-made basis.

3.8.5 CANCELLATION AND EXPIRATION NOTICE.

Insurance required herein shall not be permitted to expire, be canceled, or materially changed without thirty (30) days prior written notice to the County.

3.9 PROCUREMENT CARD ORDERING CAPABILITY:

It is the intent of Maricopa County to utilize the Bank of America MasterCard Procurement Card, or other procurement card that may be used by the County from time to time, to place and make payment for orders under the Contract. Contractors without this capability may be considered non-responsive and not eligible for award consideration.

3.10 INTERNET ORDERING CAPABILITY:

It is the intent of Maricopa County to utilize the Internet to place orders under this Contract. Contractors without this capability may be considered non-responsive and not eligible for award consideration.

3.11 INQUIRIES AND NOTICES:

All inquiries concerning information herein shall be addressed to:

MARICOPA COUNTY
DEPARTMENT OF MATERIALS MANAGEMENT
ATTN: CONTRACT ADMINISTRATION
320 W. LINCOLN ST.
PHOENIX, AZ 85003

Administrative telephone inquiries shall be addressed to:

WALT PRICE, PROCUREMENT CONSULTANT, 602-506-3454
(wprice@mail.maricopa.gov)

Technical telephone inquiries shall be addressed to:

JIM HUTCHINSON, EQUIPMENT SERVICES, 602-506-4677
(jhutchinson@mail.maricopa.gov)

Inquiries may be submitted by telephone but must be followed up in writing. No oral communication is binding on Maricopa County.

4.0 CONTRACT TERMS AND CONDITIONS:

4.1 LANGUAGE FOR REQUIREMENTS CONTRACTS:

Contractors signify their understanding and agreement by signing this document, that the Contract resulting from this bid will be a requirements contract. However, this Contract does not guarantee any purchases will be made. It only indicates that if purchases are made for the materials contained in this Contract, they will be purchased from the Contractor awarded that item. Orders will only be placed when a need is identified by a Using Agency or department and proper authorization and documentation have been approved.

The Department of Materials Management reserves the right to cancel Purchase Orders within a reasonable period of time after issuance. Should a Purchase Order be canceled, the County agrees to reimburse the Contractor but only for actual and documentable costs incurred by the Contractor due to and after issuance of the Purchase Order. The County will not reimburse the Contractor for any costs incurred after receipt of County notice of

cancellation, or for lost profits, shipment of product prior to issuance of Purchase Order, etc.

Contractors agree to accept verbal notification of cancellation from the Department of Materials Management with written notification to follow. By submitting a bid in response to the Invitation For Bids, the Contractor specifically acknowledges to be bound by this cancellation policy.

4.2 ESCALATION:

Any requests for reasonable price adjustments must be submitted thirty (30) days prior to the Contract expiration date. Justification for the requested adjustment in cost of labor and/or materials must be supported by appropriate documentation and must be within the PPI for the commodity. Increases are subject to approval in writing by the Materials Management Department prior to any adjusted invoicing submitted for payment.

4.3 UNCONDITIONAL TERMINATION FOR CONVENIENCE:

Maricopa County may terminate the resultant Contract for convenience by providing sixty (60) calendar days advance notice to the Contractor.

4.4 TERMINATION FOR DEFAULT:

If the Contractor fails to meet deadlines, or fails to provide the agreed upon service/material altogether, a termination for default will be issued. The termination for default will be issued only after the County deems that the Contractor has failed to remedy the problem after being forewarned.

4.5 TERMINATION BY THE COUNTY:

If the Contractor should be adjudged bankrupt or should make a general assignment for the benefit of its creditors, or if a receiver should be appointed on account of its insolvency, the County may terminate this Contract. If the Contractor should persistently or repeatedly refuse or should fail, except in cases for which extension of time is provided, to provide enough properly skilled workers or proper materials, or persistently disregard laws and ordinances, or not proceed with work or otherwise be guilty of a substantial violation of any provision of this Contract, then the County may terminate this Contract. Prior to termination of this Contract, the County shall give the Contractor fifteen (15) calendar days written notice. Upon receipt of such termination notice, the Contractor shall be allowed fifteen (15) calendar days to cure such deficiencies.

4.6 STATUTORY RIGHT OF CANCELLATION FOR CONFLICT OF INTEREST:

Notice is given that pursuant to A.R.S. § 38-511 the County may cancel this Contract without penalty or further obligation within three years after execution of the contract, if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County is at any time while the Contract or any extension of the Contract is in effect, an employee or agent of any other party to the Contract in any capacity or consultant to any other party of the Contract with respect to the subject matter of the Contract. Additionally, pursuant to A.R.S § 38-511 the County may recoup any fee or commission paid or due to any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County from any other party to the contract arising as the result of the Contract.

4.7 OFFSET FOR DAMAGES;

In addition to all other remedies at Law or Equity, the County may offset from any money due to the Contractor any amounts Contractor owes to the County for damages resulting from breach or deficiencies in performance under this contract.

4.8 ADDITIONS/DELETIONS OF SERVICE:

The County reserves the right to add and/or delete materials to this Contract. If a service requirement is deleted, payment to the Contractor will be reduced proportionately, to the amount of service reduced in accordance with the bid price. If additional materials are required from this Contract, prices for such additions will be negotiated between the Contractor and the County.

4.9 SUBCONTRACTING:

The Contractor may not assign this Contract or Subcontract to another party for performance of the terms and conditions hereof without the written consent of the County. All correspondence authorizing subcontracting must reference the Bid Serial Number and identify the job project.

The Subcontractor's rate for the job shall not exceed that of the Prime Contractor's rate, as bid in the pricing section, unless the Prime Contractor is willing to absorb any higher rates. The Subcontractor's invoice shall be invoiced directly to the Prime Contractor, who in turn shall pass-through the costs to the County, without mark-up. A copy of the Subcontractor's invoice must accompany the Prime Contractor's invoice.

4.10 AMENDMENTS:

All amendments to this Contract must be in writing and signed by both parties.

4.11 RETENTION OF RECORDS:

The Contractor agrees to retain all financial books, records, and other documents relevant to this Contract for five (5) years after final payment or until after the resolution of any audit questions which could be more than five (5) years, whichever is longer. The Department, Federal or State auditors and any other persons duly authorized by the Department shall have full access to, and the right to examine, copy and make use of, any and all said materials.

4.12 ADEQUACY OF RECORDS:

If the Contractor's books, records and other documents relevant to this Contract are not sufficient to support and document that allowable materials were provided, the Contractor shall reimburse Maricopa County for the materials not so adequately supported and documented.

4.13 AUDIT DISALLOWANCES:

If at any time it is determined by the Department that a cost for which payment has been made is a disallowed cost, the Department shall notify the Contractor in writing of the disallowance and the required course of action, which shall be at the option of the Department either to adjust any future claim submitted by the Contractor by the amount of the disallowance or to require repayment of the disallowed amount by the Contractor forthwith issuing a check payable to Maricopa County.

4.14 VALIDITY:

The invalidity, in whole or in part, of any provision of the Contract shall not void or affect the validity of any other provision of this Contract.

4.15 RIGHTS IN DATA:

The County shall have the use of data and reports resulting from this Contract without additional cost or other restriction except as may be established by law or applicable regulation. Each party shall supply to the other party, upon request, any available information that is relevant to this Contract and to the performance hereunder

SWAB WAGON CO INC, ONE CHESTNUT AVENUE, PO DRAWER O, ELIZABETHVILLE, PA 17023

C251007/B0700024
NIGP 06508

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: ☒ YES ☐ NO

WILL YOUR FIRM ACCEPT A PROCUREMENT CARD FOR INVOICE PAYMENT? ☐ YES ☒ NO

IF YES, MAY THE COUNTY TAKE ADVANTAGE OF DISCOUNTS OFFERED BY YOUR FIRM IN THIS BID/RFP WHEN PAYING WITH A PROCUREMENT CARD? ☐ YES ☒ NO

INTERNET ORDERING CAPABILITY: ☐ YES ☒ NO ☐ % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: ☒ YES ☐ NO

Two (2) or more SIX KENNEL ANIMAL CONTROL BODY \$ 14,000.00 /each
in accordance with attached specifications:

Manufacturer/Model of Animal Control Body:

Delivery (days ARO): 90 Days from date of receipt of P.O.

Warranty (define in writing below):

Body – Two tears –See SWAB Warranty attached(**SEE BELOW)

Cutoff dates for ordering any of the above items, if any. REQUIRED:

F.O.B. DESTINATION: ☒ Yes ☐ No

1. Twelve Kennel Body - SWAB, ARF-12 or pre-approved equal, \$ 18,870.00 /each
shall include same equipment as six kennel body specified. All
freight charges shall be included in the price.

****PLEASE FIND ATTACHED SWAB WAGON COMPANY, INC. BID IN THE AMOUNT OF \$ 28,000.00 (\$14,000.00 EA.) FOR TWO (2) SWAB ARF.95 ANIMAL TRANSPORT BODIES AND EQUIPMENT TO BE INSTALLED ON SUITABLE OR 1 TON CAB AND CHASSIS BY MARICOPA COUNTY.**

SWAB WAGON COMPANY, INC. BID INCLUDES ALL COSTS TO SHIP BODIES VIA MOTOR FREIGHT TO MARICOPA COUNTY. ALL REQUIRED MOUNTING BRACKETS AND COMPLETE INSTALLATION INSTRUCTIONS TO BE PROVIDED BY SWAB WAGON COMPANY, INC.

SWAB WAGON COMPANY INC. TAKES THE FOLLOWING EXCEPTIONS TO SPECIFICATIONS AS SUBMITTED BY MARICOPA COUNTY. SWAB DOES RECOMMEND THAT UNITS BE INSTALLED ON MINIMUM 8800 LB. GVW CHASSIS.

PAGE 7 -

ITEM 2.6 -

DELIVERY

90 DAYS FROM DATE OF RECEIPT OF COUNTY PURCHASE ORDER. NOTE
- 90 DAYS IN FOR 2 UNITS. EXTRA UNITS MAY TAKE LONGER.

SWAB WAGON CO INC, ONE CHESTNUT AVENUE, PO DRAWER O, ELIZABETHVILLE, PA 17023

(CONTINUED)

PAGE 7 - ITEM

2.10 -

WARRANTY

WARRANTY: Body and specified equipment is warranted free of defects for a period of Two (2) years after delivery. Defective equipment to be replaced without charge during this period with purchasing agency responsible for labor cost involved in replacement of defective part. Bycool equipment to carry 1 year manufacturer warranty. Defective Bycool equipment to be replaced without charge during this period with purchasing agency responsible for labor cost involved in replacement of defective part. Warning lights and electrical equipment to carry manufacturers warranty. Body manufacturer shall be responsible for defects in fiberglass-plastic materials during this same period of time.

PAGE 8 - ITEM

2.12 - WARE

HOUSE.

SWAB DOES NOT MAINTAIN A WAREHOUSE
IN PHOENIX AREA.

PAGE 10 - INDEMNIFICATION
AND INSURANCE

SWAB TAKES EXCEPTION TO ENTIRE SECTION 3.8. COPY OF
INSURANCE SWAB DOES CARRY IS ATTACHED. (ON FILE)

PAGE 16 - ITEM 5.7 -
LICENSE REQUIREMENT.

SWAB HOLDS NO LICENSES IN ARIZONA WE HOLD ALL
REQUIRED PA LICENSES.

DELIVERY ESTIMATE FOR TWO UNITS - 90 DAYS FROM DATE OF RECEIPT OF
PURCHASE ORDER

TERMS - NET 30 DAYS FROM RECEIPT OF COMPLETED/APPROVED
UNITS IN PHOENIX, AZ.

SWAB WAGON CO INC, ONE CHESTNUT AVENUE, PO DRAWER O, ELIZABETHVILLE, PA 17023

Terms:	NET 30
Federal Tax ID Number:	23-1311682
Vendor Number:	231311682
Telephone Number:	800/834-7922
Fax Number:	717/362-4579
Contact Person:	Fred Margerum
E-mail Address:	FRED@SWABWAGON.COM
Company Web Site:	WWW.SWABWAGON.COM
Insurance Certificate	Yes
Contract Period:	To cover the period ending January 31, 2004